

LILFORD CUM WIGSTHORPE THORPE ACHURCH PARISH COUNCIL

Minutes of the Meeting held on Tuesday 13th May 2025 at Barnwell Village Hall at 7.35pm

Present: Councillor S Moffat

In attendance: Mrs N Phillips (Clerk) 0 x member of public

MEETING OPENED BY CLLR MOFFAT AND DECLARED INQUORATE. MEETING CLOSED.

242.792	To receive councillors' Declarations of Office and, for any not received, determine when they shall be received. Unable to as meeting inquorate
242.793	Election of Chair Unable to as meeting inquorate
242.794	Election of Vice Chair Unable to as meeting inquorate
242.795	To receive and approve apologies for absence Cllrs Clarke, Wright, Bird
242.796	Public participation session None present
242.797	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None
242.798	To fill by co-option the vacancies due to insufficient candidates standing for election Unable to as meeting inquorate
242.799	To receive and approve for signature the minutes of the meeting held on Tuesday 11th March 2025 Resolved: Unable to as meeting inquorate
242.800	To note any matters arising from the minutes not included on this agenda for report only None
242.801	To note the findings of the internal audit Resolved: Unable to as meeting inquorate
242.802	To receive and approve Section 1 - Annual Governance Statement – Annual Governance & Accountability Return 24/25 Resolved: Unable to as meeting inquorate
242.803	To receive and approve Section 2 – Accounting Statement – Annual Governance & Accountability Return 24/25 Resolved: Unable to as meeting inquorate
242.804	To resolve to declare LWTAPC exempt from external audit for the year ending 31.03.2025 Resolved: Unable to as meeting inquorate

242.805	To confirm the dates of the display of the notice of public rights, and for the inspection of documents relating to the financial year 2024/25 Resolved: Unable to as meeting inquorate
242.806	To appoint the Internal Auditor for the year 2025/2026 Resolved: Unable to as meeting inquorate
242.807	To receive and approve Finance Regulations, Standing Orders, Councillor Code of Conduct, Member's Allowances Policy, Scheme of Delegation, Small Grants Policy. Resolved: Unable to as meeting inquorate
242.808	To receive and approve the Complaints Procedure, Equal Opportunities Policy, Councillor Co-option Criteria, Training Statement of Intent and Training Plan for Councillors Resolved: Unable to as meeting inquorate
242.809	To receive and approve the Document Retention Policy, Data Protection Policy, Subject Access Request procedures, Data Breach Policy, Data Map. General Privacy Notice and Councillor/Staff/Role Holder Privacy Notice, Information Publication scheme, Social Media Policy, Website Accessibility Statement, and Website management Policy Resolved: Unable to as meeting inquorate.
242.810	To receive and approve the Health & Safety Policy, Lone Working Policy, Staff Appraisal Policy & Procedure, Expenses Policy, Sickness & Absence Policy, Grievance & Disciplinary Policy, Safeguarding Policy, Dignity at Work Policy, Councillor/Officer Protocol, Prevention of Sexual Harassment Policy Resolved: Unable to as meeting inquorate
242.811	To receive and approve the Environment Policy, Biodiversity Policy and Biodiversity Action Plan Resolved: Unable to as meeting inquorate
242.812	To receive and approve the Risk Management Policy Statement, Financial Risk Assessment, Risk Register, all other Risk Assessments, and Procedures for Financial Control & Internal Audit Resolved: Unable to as meeting inquorate.
242.813	To receive and approve the Assets Register Resolved: Unable to as meeting inquorate
242.814	To note the Insurance Review Resolved: Unable to as meeting inquorate
242.815	To review Councillor's roles and responsibilities Resolved: Unable to as meeting inquorate
242.816	To review the bank mandate Resolved: Unable to as meeting inquorate
242.817	To note the direct debits Resolved: Unable to as meeting inquorate
242.818	To note the result of the bi-monthly Cllr Internal Control checks Resolved: Unable to as meeting inquorate
242.819	To receive and approve the Balance of Accounts/Bank Reconciliation Resolved: Unable to as meeting inquorate
242.820	To examine and approve the Bank Statements Resolved: Unable to as meeting inquorate

242.821	To approve and authorise payment of the following invoices					
	Payment	Payee	Item	Amount	VAT	Power to Pay
	DC1	Defib Warehouse	Lilford & Thorpe defib batteries	£313.20	£52.20	PHA 1936 s 234
	BAC1	NCALC	Subscription/ Audit year March 26	£519.11	£48.60	LGA 1972 s 111
	BAC2	NCALC	Intro to AI	£19.99	£3.33	LGA 1972 s 111
	100255	N A Phillips	April Salary	£237.99	£0.00	LGA 1972 s 112
	DD1	HMRC	Clerk's April Tax	£59.40	£0.00	LGA 1972 s 112
	BAC3	Gallagher	Insurance	£467.48	£0.00	LGA 1972 s 111
	100256	N A Phillips	March expenses	£54.68	£0.00	LGA 1972 s 111
	100256	N A Phillips	April expenses	£21.22	£0.00	LGA 1972 s 111
	100257	N A Phillips	May Salary	£237.99	£0.00	LGA 1972 s 112
	DD1	HMRC	Clerk's May Tax	£59.40	£0.00	LGA 1972 s 112
	100258	N A Phillips	June Salary	£237.99	£0.00	LGA 1972 s 112
	DD1	HMRC	Clerk's June Tax	£59.40	£0.00	LGA 1972 s 112
	BAC4	Raunds Electrical	Lilford defib installation	£494.40	£82.40	PHA 1936 s 234
Resolved: Unable to approve as meeting inquorate Cheques signed by the Clerk and Cllr Moffat, on-line payments set up by the Clerk and authorised by Cllr Moffat to allow payment obligations to be met.						
242.821 (a)	To receive a report from K Simons, Police Liaison Representative Resolved: No report					
242.822	To resolve the council's response to planning applications listed below plus any other applications advised by North Northamptonshire Council between the circulation of this agenda and the meeting. Resolved: None received					
242.823	To note LWTA PCs response to applications received between meetings Resolved: Unable to as meeting inquorate					
242.824	To note planning decisions made by NNC None received					
242.825	To receive a progress report on remedial work to the Achurch Dew Pond. Resolved: Unable to as meeting inquorate					
242.826	To discuss any matters concerning Highways/Rights of Way and to resolve what action to be taken. Resolved: Unable to as meeting inquorate					
242.827	To receive an update on installation of traffic calming measures at Achurch Resolved: Unable to as meeting inquorate					
242.828	To note that the checks on the defibrillators are being carried out by Oundle First Responders Resolved: Unable to as meeting inquorate					
242.829	To receive an update on the application of AONB for the Nene Valley Resolved: Unable to as meeting inquorate					
242.830	To resolve to apply for a gov.uk domain Resolved: Unable to as meeting inquorate					
242.831	To receive an update on the flood survey to be carried out at Thorpe Resolved: Unable to as meeting inquorate					
242.832	To receive an update on complaints about the advertisement billboard at Thorpe and how this Council wishes to proceed Resolved: Unable to as meeting inquorate					
242.833	To receive an update on the Lilford defibrillator and any other issues with Parish Council Assets Resolved: Unable to as meeting inquorate					

242.834	To confirm the dates for meetings for the year 2025/2026 Resolved: Unable to as meeting inquorate
242.835	Correspondence: None
242.836	To confirm the date of the next meeting as 8th July 2025 Resolved: Unable to as meeting inquorate
242.837	To close the meeting The meeting closed at 7.40 pm.

Signed:**Dated:**